



State Library

**Agency Information Technology Performance Report
2017 Biennial Report**

Section 1: An evaluation of the Agency's performance relating to IT (MCA [2-17-524\(3\)\(a\)](#)).

- Referencing the goals and objectives noted in Section 10 of your 2014 Agency IT plan, please fill in the table below with the information for each goal and objective.
 - 2014 Agency IT plans can be found in your Agency folder located at https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.
- Please provide an update on the efforts to implement your Agency 2014 IT goals and objectives. Your update may include how a goal/objective has advanced the Agency mission.

GOAL	OBJECTIVES	UPDATE
Align information system resources with MSL program and service needs.	Continue to evaluate information system resources currently maintained by against MSL program and service needs to find opportunities for greater efficiency.	MSL completed a multi-year project to virtualize our server and database infrastructure, positioning MSL for a seamless migration to the State of Montana Data Center.
	Evaluate external IT resources against MSL program and service needs.	In 2015 MSL migrated to the Esri Managed Services platform for all public GIS web applications.
Develop and maintain current and new information systems that are properly aligned with MSL program and service needs.	Implement Project Management as a means to proactively manage information systems and projects.	MSL IT staff were trained in, and now make use of, the Agile Project Management methodology for all complex IT projects.
	Proactive management of hardware and software assets.	See above.
Expand and improve online information services.	Improve the overall design and usability of MSL websites and services.	After making use of the State's DNN web-hosted environment for 18 months, MSL found that the system did not allow for the flexibility required by MSL's comprehensive information services. MSL developed an in-house content management system that provides a consistent user interface, utilizes responsive design, and is built on a stable web administration platform.
	Create and deliver web services to serve MSL data and the data of MSL partners.	Web services for Montana Spatial Data Infrastructure are managed by MSL staff and hosted via Esri Manage Services.
	Continue to explore the use of Adobe Content Server as a tool for providing access to an ebook collection.	MSL administers an Adobe Content Server to provide access to Montana-produced e-books via MontanaLibrary2Go.
Develop business continuity and security programs.	Implement a NIST-compliant Information System Security Program.	MSL strives to meet all of the NIST security requirements within the scope of available resources.
Improve MSL's ability to attract and retain a qualified IT workforce.	Develop MSL IT staff through investment in training and professional development. Implement training plans for employees that align with MSL's projected information system needs.	MSL encourages and provides resources for training that allows MSL IT staff to maintain current skills. Training is an important retention means since MSL cannot offer salaries that compete with the private sector. MSL lost

		our database administrator to the private sector in June, 2016.
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Section 2: An assessment of progress made toward implementing the Agency IT Plan (MCA [2-17-524\(3\)\(b\)](#)).

- Please detail progress made toward completing IT projects identified under section 11 of your 2014 Agency IT Plan.
 - Your Agency plan can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.
- Please include project cost, schedule and completion information.

ITEM	DESCRIPTION	ACTUAL AS OF JUNE 30, 2016
Project Name	Conference Room Furniture & Technology	
Agency / Division	Montana State Library	
Project / Program purpose and objectives	The Montana State Library makes conference room space available for all state agencies and library partners including those in the library and GIS communities. This space is used on a daily basis for meetings and trainings, both in-person and with people around the state and the country. To continue facilitate effective communication and collaboration in today's high tech environment, this proposal will provide funding to ensure that the State Library is able to provide a flexible, interactive and highly functional technology infrastructure that has the capacity to support both face-to-face and remote collaboration and learning.	
Estimated start date	July, 2015	
Estimated cost	\$50,000	\$0
Funding source – 1	\$0	\$0
Funding source – 2		
Funding source – 3		
Annual costs upon completion	\$0	\$0
Status of the project as of June 30, 2016. Indicate % completed and status of funds expended.	The project was not funded during the 2015 Legislative session so this project was not undertaken.	

Section 3: An inventory of agency information services, equipment and proprietary software (MCA [2-17-524\(3\)\(c\)](#)).

To collect data on “information services” and “proprietary software”, we are leveraging LDRPS (L10). Our goal is to utilize and maintain LDRPS as the authoritative source for this information.

- Please verify the information in the LDRPS Spreadsheet, making any necessary updates or additions.
- Please email your updated spreadsheet to Dawn Pizzini, subject matter expert, at dpizzini@mt.gov.
 - The LDRPS spreadsheet can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.
 - We will pull a final LDRPS Spreadsheet for submission as part of the Biennial Report based on your Agency's input.

For “equipment”, we are utilizing the standard Agency Inventory Template Spreadsheet we have used for past biennial reporting and that we are currently using to gather information for the IT Convergence project. The spreadsheet can be found in your Agency folder located at <https://ent-sp1.mt.gov/sites/bienrpt/layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx>.

- If you **have** already provided your inventory for the IT Convergence project, please fill out the last tab labeled **DEVICES**.
 - Please review the entire workbook for accuracy and make any necessary changes.
- If you **have not** provided this inventory, please fill out the entire workbook.

Questions can be directed to:

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Please complete this report by close of business **October 25, 2016.**

Please upload your final Performance Report and all applicable spreadsheets to your individual Agency folder in the Biennial Reporting SharePoint Site found at:

https://ent-sp1.mt.gov/sites/bienrpt/_layouts/15/start.aspx#/Agency%20Information/Forms/AllItems.aspx.